

Yavapai County Workforce Development Board One Stop Committee June 16th, 2020 Meeting Minutes

Attendees	Present/Absent	Number of Absences in 2020
Craig Lefever, Chairman, Title II	Present	0
Art Askew, Title I	Present	1
Alycia Botkin, Title IV	Present	0
Leah Cickavage, Title I	Present	0
Kristy Prather, Title III	Present	1

I. Call to Order

Due to the current health situation, committee members agreed to meet remotely for this session. Contact information was made available to the public through the NACOG website, Yavapai County website, and posted at One Stop Centers. Chairman Craig Lefever called the meeting to order at 10:02 a.m. and welcomed everyone. A quorum was present. Craig decided that introductions were not necessary at this time.

II. Approval of March 17th, 2020 Meeting Minutes

Chairman Lefever called for questions or comments on the meeting minutes. There were none. Chairman Lefever called for a motion to approve the Minutes as drafted; so moved by Ms. Prather, seconded by Ms. Botkin. The motion carried unanimously.

III. Chair's Report

Chairman Lefever asked all partners to persevere in providing services under the current conditions and quoted Theodore Roosevelt saying, "Do what you can, with what you have, where you are."

IV. One Stop Operator's Report

Ms. Cickavage gave a 2020 IFA Update. All partners had received the draft copy for the IFA for FY21. She asked for comments or concerns. Ms. Prather asked if the signer for Title III should be changed from Chris Tafoya to Ally Gamero-Hernandez. After discussion, it was decided to leave it as written until confirmed by Ms. Gamero-Hernandez. Percentages on p. 30 (the Cottonwood One Stop Site) only added up to 95% instead of 100%. The percentages for Adult Dislocated Workers and Youth were each changed to 5%, respectively. This corrected the error. Chairman Lefever asked for a vote to approve the FY21 IFA draft document; so moved by Ms. Botkin, seconded by Ms. Prather. The motion carried unanimously.

Ms. Cickavage addressed the Fair Share Contributions update. She asked that all partners contact their potential signatories to follow up on the funding request.

Ms. Cickavage then addressed the pending Yavapai County Workforce Plan draft. Little to no partner contribution was made regarding the Plan. She reported that public comments end on Friday (6/19) and that Yavapai County Workforce Development Board would be reviewing the document at the next meeting. There were no questions.

V. Partner Update

- **Title I:** Mr. Askew described how Title I was continuing to work with clients by appointment only. He explained that masks were required in the building and the second floor was closed to the public. Ms. Cickavage requested partners to make referrals to the Summer Youth Program, which started on Monday with a couple positions available.
- **Title II:** Chairman Lefever explained Yavapai College now has a detailed plan for ongoing closures due to COVID-19. He said that his program was continuing to serve students remotely. He also said that Title II a Workforce Development Award letter for FY21 and that he would send a copy to Ms. Cickavage.
- **Title III:** Ms. Prather explained that Title III was following procedures to provide in-person services while protecting the health of all those involved by social distancing. She said that they were mostly processing unemployment claims, the federal CARE Act modification (additional \$600/week) of which would end on 7/25, barring extension.
- **Title IV:** Ms. Botkin explained that Title IV was still providing services telephonically to all clients requesting assistance. There is a lack of employment referrals, which is expected to end after expiration of the CARE Act additional payments provision.

VI. Public Comments

Chairman Lefever called for public comments and there were none.

VII. Adjournment

Mr. Askew motioned to adjourn the meeting. Ms. Botkin seconded. Chairman Lefever adjourned the meeting at 10:44 a.m.